

Ministry of Skill Development & Entrepreneurship/ कौशल विकास एवं  
उद्यमशीलता मंत्रालय

Directorate General of Training/ प्रशिक्षण महानिदेशालय

7<sup>th</sup> Floor, Kaushal Bhawan,  
Chanakyapuri, New Delhi-110023

Date: 16.01.2026

To

The Principal Secretaries of all the States/UTs  
(Dealing with Craftsmen Training Scheme).

**Subject: Implementation of the National Instructor Management System on the Skill India Digital Hub in ITIs/NSTIs for Craftsmen Training Scheme from Session 2026 onwards – reg.**

Respected Madam/Sir,

As you may be aware, due to the non-functioning of the NCVTMIS portal for Craftsmen Training Scheme (CTS) courses since 2023, the Skill India Digital Hub (SIDH) has been operationalized from the CTS Session 2023 onwards, and the major CTS-related functionalities earlier available on NCVTMIS have been migrated to SIDH.

2. With a view to further strengthening instructor management, addressing gaps in instructor availability, eliminating duplication, and establishing a verified national database of instructors within the ITI ecosystem, the competent authority has approved the implementation of the **National Instructor Management System (NIMS)** on the SIDH platform. NIMS is being developed and shall be deployed in a phased manner.



3. NIMS shall serve as a single source of truth for instructor data and shall form the foundation for the National Skill Instructor Registry (SIR), covering all Government and Private ITIs, NSTIs, PMKVY institutions, JSS centres, etc., and all categories of instructors, including **regular, contractual, and guest instructors**.

## 4. Objectives of NIMS

The key objectives of implementing NIMS are to:

- Establish a verified and standardized national repository of ITI instructors
- Enable digital identity and lifecycle management of instructors
- Facilitate **ITI–Trade–Shift–Unit (ITSU) level mapping** for optimal instructor deployment
- Support Continuous Professional Development (CPD) of instructors
- Improve transparency, accountability, and data-driven decision-making
- AI based instructor rating

## 5. Phase-wise Implementation

### 5.1 Phase–I: Registration and Verification (w.e.f. March 2026)

- a. All **ITIs/NSTIs shall register their existing instructors on the NIMS module of SIDH** by capturing standardized personal, educational, and professional details through their respective ITI logins.
- b. Mandatory e-KYC of instructors shall be carried out through Aadhaar-based authentication (OTP/biometric), as applicable.
- c. Educational qualifications, training credentials, experience records, and appointment orders shall be verified through Digi Locker integration or, where not feasible, through document upload followed by due physical verification by the ITI.
- d. Instructor registration shall be processed through a structured digital workflow, including verification, approval, or rejection by the designated



Nodal ITI, in accordance with DGT norms and the qualifications prescribed under the approved CTS trade syllabus.

- e. Upon *successful approval*, a *Unique Instructor ID* shall be generated, which shall act as a permanent and *lifelong national identifier* for all future engagements of the instructor across ITIs, NSTIs, PMKVY institutions, JSS centres, schemes, and States/UTs.

## 5.2 Phase-II: Lifecycle Management and ITSU Mapping (w.e.f. April 2026)

- a. Each verified *instructor shall be mandatorily mapped to the concerned ITI, Trade, Shift, Unit, and Subject (ITSU)*, in accordance with extant CTS norms (rule position enclosed as Annexure).
- b. All lifecycle events related to instructors shall be mandatorily updated on the NIMS platform, including:
  - o Change in ITI, trade, or subject
  - o Change in nature of engagement (regular/contractual/guest)
  - o Transfer, resignation, long leave, disengagement, or cessation of service
- c. Teaching plans, demonstration plans, teaching materials, videos, and best practices
- d. These resources shall integrate with the Learning Management System (LMS) and act as a central national repository for skill instructors.
- e. No lifecycle change of an instructor shall be treated as valid for any official purpose unless updated on the NIMS platform.

## 6. Implementation Timelines for ITIs/NSTIs

- *All Government and Private ITIs shall complete registration and e-KYC of all instructors working in their ITI within one month from 01 March 2026.*
- *Mapping of instructors to ITSUs shall be completed within one month from 01 April 2026*, subject to the following conditions:



- *Only one instructor shall be permitted per ITSU (Unit).*
- *One Instructor shall be mapped to only one ITSU or one subject* at any given point in time. An Instructor ID shall not be mapped to more than one ITSU or to any additional subject—including Engineering Drawing (ED), Employability Skills (ES), and Workshop Calculation & Science (WCS)—anywhere in the country.
- All ITSUs, including those relating to ED, WCS, and ES, shall be mandatorily mapped in accordance with the extant CTS norms (Annexure).
- Where an instructor is exclusively mapped to ED, ES, or WCS, the number of batches assignable to such instructor shall be governed strictly as per the applicable CTS norms.

- *The Seat Matrix for CTS Session 2026, to be generated on SIDH from 01 May 2026, shall be strictly based on verified instructor availability at the ITSU level.*
- *If any ITSU is not mapped with a verified instructor, admission in that ITSU shall not be permitted, even if the ITSU is affiliated.*
- In case of resignation, transfer, or disengagement of an instructor, the same shall be immediately updated on NIMS, failing which the Instructor ID shall continue to be treated as engaged and shall not be available for fresh mapping.
- If any *ITSU becomes vacant* during an academic session due to resignation or termination, the *ITI shall map a new verified instructor within 30 days*, failing which all academic and examination-related activities of such ITSU shall remain disabled until compliance.

7. All the State/UT Directorates are requested to kindly issue necessary instructions to all Government and Private ITIs under their jurisdiction to ensure:

- i. Readiness of instructor-related data and documents

- ii. Timely completion of e-KYC and verification
- iii. Constitution of a dedicated verification wing at Nodal ITIs for timely verification and approvals
- iv. Regular monitoring of ITSU mapping and lifecycle updates
- v. Awareness of mandatory compliance and its impact on admissions and seat matrix generation
- vi. Accuracy and timeliness of data update as mentioned above.

8. *The above instructions shall apply to all Government and Private ITIs and NSTIs conducting Craftsmen Training Scheme (CTS) courses for implementation of the NIMS and shall be mandatory with effect from March 2026.*

9. This issue with the approval of the competent authority.

*उज्ज्वल बिष्वास  
16/1/2026*  
(Ujjwal Biswas)  
Director, TC

Copy for necessary action to: -

- 1. Directors, All State/UT directorates.
- 2. All RDSDEs.
- 3. Principals, NSTIs.
- 4. The Director, CFI, TT Cell, IT Cell and CD, DGT, New Delhi
- 5. NSDC - for technical support on SIDH portal.

Copy for kind information to: -

- 1. Sr PPS to Secretary, MSDE, New Delhi
- 2. Sr PPS to DG/AS, DGT, New Delhi
- 3. PPS to DDG, DGT, New Delhi
- 4. DDG South and DDG East

*राजु कन्नम  
16/1/2026*  
(Raju Kannam)  
Deputy Director, TC

Enclosure:

As mentioned above.

Instructor rule position as per norms

S. No.	Name of the Post	Subject	Number of Posts	Qualification & Experience
1	Vocational Instructor (VI)	Trade Theory/ Trade Practical	Two instructors required for 1+1 units. i.e. one instructor per unit.	As mentioned in Trade syllabus.
2	Vocational Instructor (VI)	Engineering Drawing	One VI for 144 seats sanctioned. Additional instructor will be required on increase in every 144 trainees. Up to 144 Engineering seats - One instructor.	As mentioned in Trade syllabus.
3	Vocational Instructor (VI)	Work Shop Calculation & Science	One VI for 144 seats sanctioned.	As mentioned in Trade syllabus.
4	Instructor	Employability Skills	One Full time instructor is required where number of trainees are more than 240 trainees. Lesser than 240 trainees, one part time instructor could be engaged.	As mentioned in Trade syllabus.
5	Group Instructor	--	One for every eight units	As per rules.
6	Principal	Principal (Sr. Scale)	For institutes with 400 seats and above	Equivalent to Executive Engineer of the state
7		Principal (Jr. Scale)/Vice-Principal	In the case of ITIs with seating capacity below 400 seats	Equivalent to Asst. Executive Engineer of the state